

CITY COUNCIL MINUTES  
NORMAN UTILITIES AUTHORITY MINUTES  
NORMAN MUNICIPAL AUTHORITY MINUTES  
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES

November 14, 2017

The City Council of the City of Norman, Cleveland County, State of Oklahoma, met in Regular Session in the Council Chambers of the Norman Municipal Building on the 14th day of November, 2016, at 6:30 p.m., and notice and agenda of the meeting were posted at the Municipal Building at 201 West Gray and at the Norman Public Library at 225 North Webster 24 hours prior to the beginning of the meeting.

PRESENT: Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

ABSENT: Councilmember Allison

The Pledge of Allegiance was led by Mayor Miller.

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Item 3, being:

APPROVAL OF THE MINUTES AS FOLLOWS:

CITY COUNCIL SPECIAL SESSION MINUTES OF OCTOBER 17, 2017  
CITY COUNCIL MINUTES OF OCTOBER 24, 2017  
NORMAN UTILITIES AUTHORITY MINUTES OF OCTOBER 24, 2017  
NORMAN MUNICIPAL AUTHORITY MINUTES OF OCTOBER 24, 2017  
NORMAN TAX INCREMENT FINANCE AUTHORITY MINUTES OF OCTOBER 24, 2017

Acting as the City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority, Councilmember Holman moved that the minutes be approved and the filing thereof be directed, which motion was duly seconded by Councilmember Clark;

Items submitted for the record

1. Text File GID-1718-16 dated November 9, 2017, by Brenda Hall, City Clerk
2. City Council Special Session minutes of October 17, 2017
3. City Council minutes of October 24, 2017
4. Norman Utilities Authority minutes of October 24, 2017
5. Norman Municipal Authority minutes of October 24, 2017
6. Norman Tax Increment Finance Authority minutes of October 24, 2017

and the question being upon approving the minutes and upon the subsequent directive, a vote was taken with the following result:

YEAS: Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

NAYES: None

The Mayor declared the motion carried and the minutes approved; and the filing thereof was directed.

\* \* \* \* \*

Item 4, being:

PROCLAMATION P-1718-14: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF NOVEMBER, 2017, AS VETERAN'S MONTH IN THE CITY OF NORMAN.

Councilmember Hickman moved that receipt of Proclamation P-1718-14 proclaiming the month of November, 2017, as Veteran's Month in the City of Norman be acknowledged and the filing thereof be directed, which motion was duly seconded by Councilmember Holman;

Item 4, continued:

Items submitted for the record

1. Text File P-1718-14 dated November 6, 2017, by Brenda Hall, City Clerk
2. Proclamation P-1718-14

Participants in discussion

1. Mr. Roger Gallagher, 2513 Woodsong Drive, Veteran's Day Celebration Committee, accepted the proclamation and thanked the Council

and the question being upon acknowledging receipt of Proclamation P-1718-14 proclaiming the month of November, 2017, as Veteran's Month in the City of Norman and upon the subsequent directive, a vote was taken with the following result:

YEAS:

Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

NAYES:

None

The Mayor declared the motion carried and receipt of Proclamation P-1718-14 proclaiming the month of November, 2017, as Veteran's Month in the City of Norman acknowledged; and the filing thereof was directed.

\* \* \* \* \*

Item 5, being:

PROCLAMATION P-1718-15: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING THE MONTH OF NOVEMBER, 2017, AS NATIVE AMERICAN HERITAGE MONTH IN THE CITY OF NORMAN.

Councilmember Hickman moved that receipt of Proclamation P-1718-15 proclaiming the month of November, 2017, as Native American Heritage Month in the City of Norman be acknowledged and the filing thereof be directed, which motion was duly seconded by Councilmember Holman;

Items submitted for the record

1. Text File P-1718-15 dated November 6, 2017, by Kristina Bell, Assistant City Attorney
2. Proclamation P-1718-15

Participants in discussion

1. Mr. Lindsay Robertson, Center for the Study of American Indian Law and Policy, accepted the proclamation and thanked the Council

and the question being upon acknowledging receipt of Proclamation P-1718-15 proclaiming the month of November, 2017, as Native American Heritage Month in the City of Norman and upon the subsequent directive, a vote was taken with the following result:

YEAS:

Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

NAYES:

None

The Mayor declared the motion carried and receipt of Proclamation P-1718-15 proclaiming the month of November, 2017, as Native American Heritage Month in the City of Norman acknowledged; and the filing thereof was directed.

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Item 6, being:

PROCLAMATION P-1718-16: A PROCLAMATION OF THE MAYOR OF THE CITY OF NORMAN, OKLAHOMA, PROCLAIMING SATURDAY, NOVEMBER 25, 2017, AS SMALL BUSINESS SATURDAY IN THE CITY OF NORMAN.

Councilmember Karjala moved that receipt of Proclamation P-1718-16 proclaiming Saturday, November 25, 2017, as Small Business Saturday in the City of Norman be acknowledged and the filing thereof be directed, which motion was duly seconded by Councilmember Holman;

## Item 6, continued:

## Items submitted for the record

1. Text File P-1718-16 dated November 6, 2017, by Sara Kaplan, Retail Marketing Coordinator
2. Proclamation P-1718-16

## Participants in discussion

1. Ms. Mandy Haws, owner of Sooner Bowling Center, accepted the proclamation and thanked the Council

and the question being upon acknowledging receipt of Proclamation P-1718-16 proclaiming Saturday, November 25, 2017, as Small Business Saturday in the City of Norman and upon the subsequent directive, a vote was taken with the following result:

YEAS:

Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

NAYES:

None

The Mayor declared the motion carried and receipt of Proclamation P-1718-16 proclaiming Saturday, November 25, 2017, as Small Business Saturday in the City of Norman acknowledged; and the filing thereof was directed.

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## Item 7, being:

## CONSENT DOCKET

Councilmember Holman moved that Item 8 through Item 22 be placed on the consent docket by unanimous vote, which motion was duly seconded by Councilmember Clark; and the question being upon the placement on the consent docket by unanimous vote of Item 8 through Item 22, a vote was taken with the following result:

YEAS:

Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

NAYES:

None

The Mayor declared the motion carried and Item 8 through Item 22 were placed on the consent docket by unanimous vote.

\* \* \* \* \*

## Item 8, being:

CONSIDERATION OF ORDINANCE O-1718-11 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 460 OF CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE SOUTHEAST QUARTER OF SECTION THIRTY-FIVE (35), TOWNSHIP TEN (10) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN IN NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND RM-4, MOBILE HOME PARK DISTRICT, AND PLACE THE SAME IN THE I-1, LIGHT INDUSTRIAL DISTRICT, OF SAID CITY; AND PROVIDING FOR THE SEVERABILITY THEREOF. (2855 WEST INDIAN HILLS ROAD)

Councilmember Holman moved that Ordinance O-1718-11 be Introduced and adopted upon First Reading by title, which motion was duly seconded by Councilmember Karjala;

## Items submitted for the record

1. Text File O-1718-11 dated September 20, 2017, by Jane Hudson, Principal Planner
2. Ordinance O-1718-11
3. Location map
4. Planning Commission Staff Report of October 12, 2017, recommending approval
5. Pertinent excerpts from Planning Commission minutes of October 12, 2017

Item 8, continued:

and the question being upon the Introduction and adoption of Ordinance O-1718-11 upon First Reading by title, a vote was taken with the following result:

|       |                                                                                                  |
|-------|--------------------------------------------------------------------------------------------------|
| YEAS: | Councilmembers Bierman, Castleberry,<br>Clark, Hickman, Holman, Karjala,<br>Wilson, Mayor Miller |
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| NAYES: | None |
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The Mayor declared the motion carried and Ordinance O-1718-11 was Introduced, read, and adopted upon First Reading by title.

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Item 9, being:

CONSIDERATION OF ORDINANCE O-1718-12 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 460 OF CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE PART OF THE SOUTHEAST QUARTER OF SECTION FIFTEEN (15) OF TOWNSHIP NINE (9) NORTH, RANGE THREE (3) WEST OF THE INDIAN MERIDIAN, TO NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE A-2, RURAL AGRICULTURAL DISTRICT, AND FROM THE C-1, LOCAL COMMERCIAL DISTRICT, AND PLACE SAME IN THE PUD, PLANNED UNIT DEVELOPMENT DISTRICT; AND PROVIDING FOR THE SEVERABILITY THEREOF. (1/8 MILE NORTH OF THE INTERSECTION OF 36TH AVENUE N.W. AND ROCK CREEK ROAD ON THE WEST SIDE OF 36TH AVENUE N.W.)

Councilmember Holman moved that Ordinance O-1718-12 be Introduced and adopted upon First Reading by title, which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File O-1718-12 dated September 20, 2017, by Janay Greenlee, Planner
2. Ordinance O-1718-12
3. Location map
4. Planning Commission Staff Report of October 12, 2017, recommending approval with Attachment A, Legal Description of Zoning Area
5. Planned Unit Development Application for Rezoning originally submitted September 11, 2017, by Heritage Fine Homes Investments, L.L.C., Developer, for Warwick Addition with Exhibit A, Proposed Site Development Plan; Exhibit B, Preliminary Plat; and Exhibit C, Green Space Diagram
6. Protest Map dated October 12, 2017, containing 0.5% protest within notification area
7. Letter of protest filed October 9, 2017, from Kathleen and Jason Combs to Norman Planning Commission
8. Pertinent excerpts from Planning Commission minutes of October 12, 2017

and the question being upon the Introduction and adoption of Ordinance O-1718-12 upon First Reading by title, a vote was taken with the following result:

|       |                                                                                                  |
|-------|--------------------------------------------------------------------------------------------------|
| YEAS: | Councilmembers Bierman, Castleberry,<br>Clark, Hickman, Holman, Karjala,<br>Wilson, Mayor Miller |
|-------|--------------------------------------------------------------------------------------------------|

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| NAYES: | None |
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The Mayor declared the motion carried and Ordinance O-1718-12 was Introduced, read, and adopted upon First Reading by title.

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Item 10, being:

CONSIDERATION OF ORDINANCE O-1718-13 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING SECTION 460 OF CHAPTER 22 OF THE CODE OF THE CITY OF NORMAN SO AS TO REMOVE LOTS TEN (10), ELEVEN (11), TWELVE (12), THIRTEEN (13) AND FOURTEEN (14), IN BLOCK SEVENTY-TWO (72), OF THE ORIGINAL TOWN OF NORMAN, CLEVELAND COUNTY, OKLAHOMA, FROM THE CENTER CITY FORM-BASED CODE (CCFBC) URBAN STOREFRONT FRONTAGE, AND PLACE SAME IN THE CENTER CITY PLANNED UNIT DEVELOPMENT (CCPUD); AND PROVIDING FOR THE SEVERABILITY THEREOF. (221 WEST MAIN STREET)

Councilmember Holman moved that Ordinance O-1718-13 be Introduced and adopted upon First Reading by title, which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File O-1718-13 dated September 20, 2017, by Jane Hudson, Principal Planner
2. Ordinance O-1718-13 with attached Center City Planned Unit Development Application for Rezoning originally submitted September 11, 2017, and updated November 1, 2017, by Dr. Gabriel Bird, Development, for 221 West Main Street with Proposed Site Development Plan
3. Planning Commission Staff Report of October 12, 2017, recommending approval
4. Center City Planned Unit Development Application for Rezoning submitted September 11, 2017, to Planning Commission, by Dr. Gabriel Bird, Development, for 221 West Main Street with Proposed Site Development Plan
5. Pertinent excerpts from Planning Commission minutes of October 12, 2017

and the question being upon the Introduction and adoption of Ordinance O-1718-13 upon First Reading by title, a vote was taken with the following result:

YEAS:

Councilmembers Bierman, Castleberry, Clark, Hickman, Holman, Karjala, Wilson, Mayor Miller

NAYES:

None

The Mayor declared the motion carried and Ordinance O-1718-13 was Introduced, read, and adopted upon First Reading by title.

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Item 11, being:

CONSIDERATION OF ORDINANCE O-1718-14 UPON FIRST READING BY TITLE: AN ORDINANCE OF THE COUNCIL OF THE CITY OF NORMAN, OKLAHOMA AMENDING CHAPTER 22 OF THE CITY CODE TO AMEND SECTION 420, PLANNED UNIT DEVELOPMENTS (PUD), BY UPDATING THE REFERENCE TO THE CITY OF NORMAN'S MASTER LAND USE PLAN, BY INCREASING THE ACREAGE REQUIRED FOR PUD ZONING TO FIVE ACRES OR MORE AND AMENDING OTHER STANDARDS OF DEVELOPMENT TO ALLOW MORE FLEXIBILITY IN THE DEVELOPMENTS ZONED PUD; TO ADD SECTION 420.05, SIMPLE PLANNED UNIT DEVELOPMENTS (SPUD), TO CREATE A NEW ZONING CATEGORY FOR SIMPLE PLANNED UNIT DEVELOPMENTS CONTAINING LESS THAN FIVE ACRES; TO AMEND SECTION 431.2 BY DELETING THE WORD 'COMMERCIAL' FROM THE TITLE AND TO ADD SECTION 431.2 (C), SMALL COMMUNICATION TOWERS, TO REGULATE THE OPERATION OF THESE TOWERS THAT PROVIDE PRIMARILY RURAL INTERNET SERVICE; AND TO ADD SECTION 433, DISTRIBUTED WIND TURBINES, TO REGULATE THE OPERATION OF THESE TURBINES THAT PROVIDE POWER TO INDIVIDUAL STRUCTURES; AND PROVIDING FOR THE SEVERABILITY THEREOF.

Councilmember Holman moved that Ordinance O-1718-14 be Introduced and adopted upon First Reading by title, which motion was duly seconded by Councilmember Karjala;

Item 11, continued:

Items submitted for the record

1. Text File O-1718-14 dated September 20, 2017, by Susan Connors, Planning Director
2. Ordinance O-1718-14
3. Legislatively notated copy of Ordinance O-1718-14
4. Planning Commission Staff Report dated October 12, 2017
5. Pertinent excerpts from Planning Commission minutes of October 12, 2017

and the question being upon the Introduction and adoption of Ordinance O-1718-14 upon First Reading by title, a vote was taken with the following result:

YEAS:

Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

NAYES:

None

The Mayor declared the motion carried and Ordinance O-1718-14 was Introduced, read, and adopted upon First Reading by title.

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Item 12, being:

CONSIDERATION OF THE MAYOR'S APPOINTMENTS AS FOLLOWS:

BICYCLE ADVISORY COMMITTEE

TERM: 11-14-17 TO 02-13-18: CHRISTOPHER SOUTHERN, WARD 4

HISTORIC DISTRICT COMMISSION

TERM: 10-26-17 TO 10-26-20: RUSSELL KAPLAN, WARD 3

TERM: 11-14-17 TO 10-26-20: GREGORY HEISER, WARD 4

TERM: 10-26-17 TO 10-26-20: CAMERON BREWER, WARD 4

HUMAN RIGHTS COMMISSION

TERM: 11-14-17 TO 07-13-20: CHRIS NANNY, WARD 1

LIBRARY BOARD

TERM: 11-14-17 TO 05-01-18: THOMAS TURNER, WARD 7

NORMAN ELECTION COMMISSION

TERM: 09-01-17 TO 09-01-20: ELIZABETH PIERCE, WARD 5

NORMAN FORWARD SALES TAX CITIZEN FINANCIAL OVERSIGHT BOARD

TERM: 11-14-17 TO 12-22-18: LINDA PRICE, WARD 1

NORMAN HOUSING AUTHORITY

TERM: 11-21-17 TO 11-21-20: JEFF CUMMINS, WARD 8

TERM: 11-21-17 TO 11-21-20: RICHARD MCKINNEY, WARD 3

NORMAN REGIONAL HOSPITAL AUTHORITY

TERM: 10-31-17 TO 10-31-20: KEVIN PIPES, WARD 4

TERM: 10-31-17 TO 10-31-20: DOUG CUBBERLEY, WARD 7

TERM: 10-31-17 TO 10-31-20: JEFF KIMPEL, WARD 3

PLANNING COMMISSION

TERM: 11-01-17 TO 11-01-20: NEIL ROBINSON, WARD 4

TERM: 11-01-17 TO 11-01-20: ERIN WILLIFORD, WARD 7

TERM: 11-01-17 TO 11-01-20: TOM KNOTTS, WARD 5

SOCIAL AND VOLUNTARY SERVICES COMMISSION

TERM: 11-14-17 TO 12-09-18: NANCEE MORRIS, WARD 8

TERM: 12-09-17 TO 12-09-20: AISHA ALI, WARD 3

TERM: 12-09-17 TO 12-09-20: ANGELA STEINLE, WARD 1

TERM: 12-09-17 TO 12-09-20: LOIDA SALMOND, WARD 6

Councilmember Holman moved that the appointments be confirmed, which motion was duly seconded by Councilmember Karjala;

Item 12, continued:

Items submitted for the record

1. Text File AP-1718-11 dated November 6, 2017, by Brenda Hall, City Clerk

and the question being upon confirming the appointments, a vote was taken with the following result:

|       |                                                                                                  |
|-------|--------------------------------------------------------------------------------------------------|
| YEAS: | Councilmembers Bierman, Castleberry,<br>Clark, Hickman, Holman, Karjala,<br>Wilson, Mayor Miller |
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| NAYES: | None |
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The Mayor declared the motion carried and the appointments were confirmed.

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Item 13, being:

**SUBMISSION AND ACKNOWLEDGING RECEIPT OF THE CITY MANAGER'S CHANGE ORDER REPORT AND DIRECTING THE FILING THEREOF.**

Councilmember Holman moved that receipt of the report be acknowledged and the filing thereof be directed, which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File RPT-1718-27 dated October 23, 2017, by Brenda Hall, City Clerk
2. Memorandum dated October 11, 2017, from Terry Floyd, Development Coordinator, to Steve Lewis, City Manager
3. Change Order No. Three to Contract K-1617-68

and the question being upon acknowledging receipt of the report and upon the subsequent directive, a vote was taken with the following result:

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|-------|--------------------------------------------------------------------------------------------------|
| YEAS: | Councilmembers Bierman, Castleberry,<br>Clark, Hickman, Holman, Karjala,<br>Wilson, Mayor Miller |
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| NAYES: | None |
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The Mayor declared the motion carried and receipt of the report acknowledged; and the filing thereof was directed.

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Item 14, being:

**CONSIDERATION OF A FINAL PLAT FOR BIO-CIDE EAST PARK ADDITION AND ACCEPTANCE OF PUBLIC DEDICATIONS CONTAINED THEREIN. (GENERALLY LOCATED AT THE INTERSECTION OF FLOOD AVENUE/HIGHWAY 77 AND 24TH AVENUE N.W.)**

Councilmember Holman moved that the final plat for Bio-Cide East Park Addition be approved, the public dedications contained therein be accepted, the Mayor be authorized to sign the final plat and subdivision and maintenance bonds subject to the City Development Committee's acceptance of all required public improvements and receipt of a traffic impact fee in the amount of \$2,018.34, and the filing of the final plat be directed, which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File FP-1718-11 dated October 23, 2017, by Ken Danner, Subdivision Development Manager
2. Location map
3. Final plat
4. Preliminary plat
5. Development Committee Staff Report dated October 11, 2017, recommending approval
6. Application for Development Committee Action dated October 9, 2017, submitted by Bio-Cide International, Inc., for Bio-Cide East Park Addition

Item 14, continued:

and the question being upon approving the final plat for Bio-Cide East Park Addition and upon the subsequent acceptance, and directive, a vote was taken with the following result:

|       |                                                                                                  |
|-------|--------------------------------------------------------------------------------------------------|
| YEAS: | Councilmembers Castleberry, Chappel,<br>Clark, Heiple, Hickman, Holman,<br>Karjala, Mayor Miller |
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| NAYES: | None |
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The Mayor declared the motion carried and the final plat for Bio-Cide East Park Addition approved; the public dedications contained therein were accepted, the Mayor was authorized to sign the final plat and subdivision and maintenance bonds subject to the City Development Committee's acceptance of all required public improvements and receipt of a traffic impact fee in the amount of \$2,018.34, and the filing of the final plat was directed.

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Item 15, being:

CONSIDERATION OF THE ACCEPTANCE OF A DONATION IN THE AMOUNT OF \$500 FROM MR. ANDREW DARKS TO BE USED AT THE NORMAN ANIMAL WELFARE CENTER.

Councilmember Holman moved that a donation in the amount of \$500 from Mr. Andrew Darks to be used by the Norman Animal Welfare Center be accepted and Other/Animal Control (010-0000-227.24-31) be increased by \$500, which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File GID-1718-50 dated October 20, 2017, by Captain Brent Barbour
2. Donation by GL Code for October 10, 2017

and the question being upon accepting a donation in the amount of \$500 from Mr. Andrew Darks to be used by the Norman Animal Welfare Center and upon the subsequent increase, a vote was taken with the following result:

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|-------|--------------------------------------------------------------------------------------------------|
| YEAS: | Councilmembers Bierman, Castleberry,<br>Clark, Hickman, Holman, Karjala,<br>Wilson, Mayor Miller |
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| NAYES: | None |
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The Mayor declared the motion carried and a donation in the amount of \$500 from Mr. Andrew Darks to be used by the Norman Animal Welfare Center accepted; and Other/Animal Control (010-0000-227.24-31) be increased by \$500.

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Item 16, being:

CONSIDERATION OF ACCEPTANCE OF A DONATION IN THE AMOUNT OF \$1,500 FROM AUSTIN PETS ALIVE TO BE USED AT THE NORMAN ANIMAL WELFARE CENTER AND BUDGET APPROPRIATION.

Councilmember Holman moved that a donation in the amount of \$1,500 from Austin Pets Alive to be used by the Norman Animal Welfare Center be accepted and Misc. Revenue/Donation/Organization (010-0000-365.13-73) be increased by \$1,500 and \$1,500 was appropriated to Employee Travel/Prof License (010-6070-441.46-22), which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File GID-1718-51 dated October 24, 2017, by Captain Brent Barbour

Item 16, continued:

and the question being upon accepting a donation in the amount of \$1,500 from Austin Pets Alive to be used by the Norman Animal Welfare Center and upon the subsequent increase and appropriation, a vote was taken with the following result:

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|-------|--------------------------------------------------------------------------------------------------|
| YEAS: | Councilmembers Bierman, Castleberry,<br>Clark, Hickman, Holman, Karjala,<br>Wilson, Mayor Miller |
|-------|--------------------------------------------------------------------------------------------------|

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|--------|------|
| NAYES: | None |
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The Mayor declared the motion carried and a donation in the amount of \$1,500 from Austin Pets Alive to be used by the Norman Animal Welfare Center accepted; and Misc. Revenue/Donation/Organization (010-0000-365.13-73) was increased by \$1,500 and \$1,500 was appropriated to Employee Travel/Prof License (010-6070-441.46-22).

\* \* \* \* \*

Item 17, being:

CONSIDERATION OF A REQUEST FROM THE NORMAN HOUSING AUTHORITY TO WAIVE THE PAYMENT IN LIEU OF TAXES (PILOT) IN THE AMOUNT OF \$13,657.79 FOR FISCAL YEAR ENDING (FYE) 2017.

Councilmember Holman moved that the request from the Norman Housing Authority to waive the Payment in Lieu of Taxes (PILOT) in the amount of \$13,657.79 for FYE 2017 be approved, which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File GID-1718-22 dated October 23, 2017, by Brenda Hall, City Clerk
2. Letter of request received October 10, 2017, from Karen Canavan, Executive Director, Norman Housing Authority, to Mayor Lynne Miller
3. United States Department of Housing and Urban Development Office of Public and Indian Housing Computation of Payments in Lieu of Tax dated June 30, 2017

and the question being upon approving the request from the Norman Housing Authority to waive the Payment in Lieu of Taxes (PILOT) in the amount of \$13,657.79 for FYE 2017, a vote was taken with the following result:

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|-------|--------------------------------------------------------------------------------------------------|
| YEAS: | Councilmembers Bierman, Castleberry,<br>Clark, Hickman, Holman, Karjala,<br>Wilson, Mayor Miller |
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| NAYES: | None |
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The Mayor declared the motion carried and the request from the Norman Housing Authority to waive the Payment in Lieu of Taxes (PILOT) in the amount of \$13,657.79 for FYE 2017 was approved.

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Item 18, being:

CHANGE ORDER NO. ONE TO CONTRACT K-1718-40: BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND SILVER STAR CONSTRUCTION COMPANY, INC., INCREASING THE CONTRACT AMOUNT BY \$193,310.40 FOR A REVISED CONTRACT AMOUNT OF \$2,420,843.85 TO ADD THE COMPLETION OF DAKOTA STREET, PHASE II, FROM BERRY ROAD TO FLOOD AVENUE AND IOWA STREET, PHASE III, FROM FLOOD AVENUE TO UNIVERSITY BOULEVARD TO THE EXISTING CONTRACT AND BUDGET TRANSFER BETWEEN PROJECT ACCOUNTS.

Councilmember Holman moved that Change Order No. One to Contract K-1718-40 with Silver Star Construction Company, Inc., increasing the contract amount by \$193,310.40 for a revised contact amount of \$2,420,843.85 be approved, the execution thereof be authorized, and \$193,310.40 be transferred from Project BP0239, 2010 Street Maintenance Bond Program, Construction (050-9385-431.61-01) to Project GC0067, CDBG-DR 2013 Program, Construction (021-4000-463.61-01), which motion was duly seconded by Councilmember Karjala;

Item 18, continued:

Items submitted for the record

1. Text File K-1718-40, Change Order No. One, dated November 1, 2017, by Scott Sturtz, City Engineer
2. Change Order No. One to Contract K-1718-40
3. Location map
4. Purchase Requisition 0000286503 dated November 7, 2017, in the amount of \$193,310.40 to Silver Star Construction Company, Inc.

and the question being upon approving Change Order No. One to Contract K-1718-40 with Silver Star Construction Company, Inc., increasing the contract amount by \$193,310.40 for a revised contact amount of \$2,420,843.85 and upon the subsequent authorization and appropriation, a vote was taken with the following result:

YEAS:

Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

NAYES:

None

The Mayor declared the motion carried and Change Order No. One to Contract K-1718-40 with Silver Star Construction Company, Inc., increasing the contract amount by \$193,310.40 for a revised contact amount of \$2,420,843.85 approved; the execution thereof was authorized and \$193,310.40 was transferred from Project BP0239, 2010 Street Maintenance Bond Program, Construction (050-9385-431.61-01) to Project GC0067, CDBG-DR 2013 Program, Construction (021-4000-463.61-01).

\* \* \* \* \*

Item 19, being:

CONTRACT K-1718-75: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, WITH FREESE AND NICHOLS, INC., IN THE AMOUNT OF \$10,000 TO PROVIDE ENGINEERING DESIGN SERVICES FOR THE CONSTITUTION STREET MULTIMODAL PATH PROJECT (JENKINS AVENUE TO CLASSEN BOULEVARD).

Councilmember Holman moved that Contract K-1718-75 with Freese and Nichols, Inc., in the amount of \$10,000 be approved, which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File K-1718-75 dated November 3, 2017, by Mike Rayburn, Capital Projects Engineer
2. Location map
3. Contract K-1718-75 with Attachment A, Scope of Services; Attachment B, Schedule; Attachment C, Compensation; and Attachment D, Owner's Responsibilities
4. Purchase Requisition 286480 dated November 6, 2017, in the amount of \$10,000 to Freese and Nichols, Inc.

and the question being upon approving Contract K-1718-75 with Freese and Nichols, Inc., in the amount of \$10,000 and upon the subsequent authorization, a vote was taken with the following result:

YEAS:

Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

NAYES:

None

The Mayor declared the motion carried and Contract K-1718-75 with Freese and Nichols, Inc., in the amount of \$10,000 approved; and the execution thereof was authorized.

\* \* \* \* \*

Item 20, being:

CONTRACT K-1718-76: A CONTRACT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, WITH CARDINAL ENGINEERING, L.L.C., IN THE AMOUNT OF \$71,068 TO PROVIDE ENGINEERING DESIGN SERVICES FOR THE HIGHWAY 9 MULTIMODAL PATH PHASE 2 PROJECT (36TH AVENUE S.E. TO 48TH AVENUE S.E.).

Councilmember Holman moved that Contract K-1718-76 with Cardinal Engineering, L.L.C., in the amount of \$71,068 be approved, which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File K-1718-76 dated November 3, 2017, by Mike Rayburn, Capital Projects Engineer
2. Location map
3. Contract K-1718-76 with Attachment A, Scope of Services; Attachment B, Project Schedule; Attachment C, Compensation; and Attachment D, Owner's Responsibilities
4. Purchase Requisition 286473 dated November 6, 2017, in the amount of \$71,068 to Cardinal Engineering, L.L.C.

and the question being upon approving Contract K-1718-76 with Cardinal Engineering, L.L.C., in the amount of \$71,068 and upon the subsequent authorization, a vote was taken with the following result:

YEAS:

Councilmembers Bierman, Castleberry, Clark, Hickman, Holman, Karjala, Wilson, Mayor Miller

NAYES:

None

The Mayor declared the motion carried and Contract K-1718-76 with Cardinal Engineering, L.L.C., in the amount of \$71,068 approved; and the execution thereof was authorized.

\* \* \* \* \*

Item 21, being:

RESOLUTION R-1718-55: A RESOLUTION OF CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA APPROPRIATING \$531 FROM THE GENERAL FUND; \$161,432 FROM THE PUBLIC SAFETY SALES TAX FUND BALANCE; \$3,533,767 FROM THE COMMUNITY DEVELOPMENT BLOCK GRANT FUND BALANCE; \$99,176 FROM THE SPECIAL REVENUE FUND BALANCE; \$48,237 FROM THE ROOM TAX FUND BALANCE; \$414,558 FROM THE NORMAN FORWARD SALES TAX FUND BALANCE; \$427,463 FROM THE UNIVERSITY NORTH PARK TAX INCREMENT FINANCE FUND BALANCE; \$225,420 FROM THE DEBT SERVICE FUND BALANCE; AND \$49,820 FROM THE SEWER LINE MAINTENANCE FUND BALANCE TO CLOSE OUT YEAR END ACCOUNTING ENTRIES FOR FYE 2017.

Councilmember Holman moved that Resolution R-1718-55 be adopted, which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File R-1718-55 dated October 31, 2017, by Anthony Francisco, Finance Director
2. Resolution R-1718-55

and the question being upon adopting Resolution R-1718-55, a vote was taken with the following result:

YEAS:

Councilmembers Bierman, Castleberry, Clark, Hickman, Holman, Karjala, Wilson, Mayor Miller

NAYES:

None

The Mayor declared the motion carried and Resolution R-1718-55 was adopted.

\* \* \* \* \*

Item 22, being:

RESOLUTION R-1718-57: A RESOLUTION OF CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, DECLARING THAT THE CITY COUNCIL, NORMAN MUNICIPAL AUTHORITY, NORMAN UTILITIES AUTHORITY, AND NORMAN TAX INCREMENT FINANCE AUTHORITY MEETINGS SCHEDULED FOR DECEMBER 12 AND 26, 2017, SHALL BE CANCELLED AND MEETINGS SHALL BE SCHEDULED FOR DECEMBER 5 AND DECEMBER 19, 2017.

Acting as the City Council, Norman Utilities Authority, Norman Municipal Authority, and Norman Tax Increment Finance Authority, Councilmember Holman moved that Resolution R-1718-57 be adopted, which motion was duly seconded by Councilmember Karjala;

Items submitted for the record

1. Text File R-1718-57 dated November 8, 2017, by Brenda Hall, City Clerk
2. Resolution R-1718-57

and the question being upon adopting Resolution R-1718-57, a vote was taken with the following result:

YEAS: Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

NAYES: None

The Mayor declared the motion carried and Resolution R-1718-57 was adopted.

\* \* \* \* \*

Item 23, being:

CONSIDERATION OF A PRELIMINARY PLAT FOR HALLBROOKE ADDITION. (GENERALLY LOCATED AT THE SOUTHWEST CORNER OF EAST ROCK CREEK ROAD AND 24TH AVENUE N.E.)

Councilmember Castleberry moved that the preliminary plat for Hallbrooke Addition be approved, which motion was duly seconded by Councilmember Clark;

Items submitted for the record

1. Text File PP-1718-3 dated September 20, 2017, by Ken Danner, Subdivision Development Manager, with attached traffic impacts
2. Location map
3. Preliminary plat
4. Planning Commission Staff Report dated October 12, 2017, recommending approval
5. Traffic Impacts Development Review Form dated September 14, 2017, prepared by David R. Riesland, P.E., City Traffic Engineer, for Hallbrooke Addition Preliminary Plat
6. City of Norman Predevelopment Summary dated September 28, 2017, for Hallbrooke Development Group One, L.L.C., for property located southwest of intersection of 24th Avenue N.E. and Rock Creek Road
7. Greenbelt Commission final Comments dated September 18, 2017
8. Protest map dated October 12, 2017, containing 0.3% Protest Within Notification Area
9. Letter of protest dated October 9, 2017, from Melissa J. Gill to the City of Norman Planning and Community Development
10. Pertinent excerpts from Planning Commission minutes of October 12, 2017

Participants in discussion

1. Mr. Tom McCaleb, SMC Consulting Engineers, 815 West Main Street, Oklahoma City, engineer representing the applicant
2. Mr. Shawn O'Leary, Director of Public Works
3. Mr. Roger Gallagher, 2513 Woodsong Drive, asked questions

and the question being upon approving the preliminary plat for Hallbrooke Addition, a vote was taken with the following result:

YEAS: Councilmembers Bierman, Castleberry,  
Clark, Hickman, Holman, Karjala,  
Wilson, Mayor Miller

NAYES: None

The Mayor declared the motion carried and preliminary plat for Hallbrooke Addition was approved.

\* \* \* \* \*

## MISCELLANEOUS DISCUSSION

City Council. Ms. Ann Gallagher, 2513 Woodsong Drive, encouraged those who were considering running for City Council to start coming to the meetings now so they will know what Councilmembers do.

\*

Veteran's Day Celebration. Ms. Ann Gallagher, 2513 Woodsong Drive, said the Veteran's Day Celebration was a great success. She said it was nice to see some members of Council in attendance and would love to see more Councilmembers come next year.

Mayor Miller said she was able to attend two ceremonies this year, one at the Veteran's Center in Norman and the Veteran's Day Celebration at Reaves Park. She said one of the things that makes these celebrations so important is only one percent of the population is actively serving in the military. She said this does not change the responsibility or the danger, but it removes so many of us from those actively serving. She said it is very important to do something consciously to remember the service of these men and women that are out there protecting us and helping out during disasters.

\*

Thanks for Coming Tonight. Councilmembers Holman, Wilson, Hickman, Castleberry, and Bierman thanked everyone who came this evening.

Councilmember Clark said there were some University of Oklahoma students in the audience this evening and she was glad they had attended.

\*

Second Friday Art Walk. Councilmember Holman said he was very excited about how well attended the Second Friday Art Walk was last week.

\*

Happy Thanksgiving Councilmember Clark wished everyone a Happy Thanksgiving and encouraged everyone to donate to some of the food drives including the one at Norman High School.

Councilmembers Karjala, Bierman, and Mayor Miller wished everyone a Happy Thanksgiving.

\*

Tour at Water Treatment Plant. Councilmember Clark said she has organized a tour of the Water Treatment Plant located at 3000 East Robinson Street on Saturday, December 2nd at 10:00 a.m. and encouraged people to attend.

\*

Shop Local. Councilmember Wilson said as a small business owner she wanted to encourage everyone to "Shop Local." She said her small business pays for her home, her children's activities, her car, and helps her have a viable life in Norman. She said when people support small businesses, they support families.

Councilmember Hickman agreed with Councilmember Wilson and urged people to shop on Small Business Saturday and throughout the holidays.

\*

Household Hazardous Waste Event. Councilmember Hickman invited everyone to the Household Hazardous Waste Event on Saturday, November 18th from 9:00 a.m. to 2:00 p.m. at Lloyd Noble Center.

\*

Miscellaneous Discussion, continued:

Happy Birthday. Councilmember Hickman wished his daughter, Abby, a happy birthday.

Councilmember Bierman wished Mayor Miller an early "Happy Birthday" because she will celebrate her birthday before the next Council meeting.

\*

**CITY MANAGER'S REPORT**

Sales Tax Update. The general purpose sales tax remittance for the month of November was \$4,545,855, a decrease of **-1.54%** from November 2016. Fiscal year 2017-18 sales tax collections are now **1.29% below** the prior year.

#

**Household Hazardous Event – November 18th.**

- There is *no charge* for Norman residents.
- The event is located in the southwest parking lot of the Lloyd Noble Center from 9 a.m. to 2 p.m.
- Keep products in their original containers
- Don't mix chemicals
- New this year – we can accept medical waste (Sharps) if they are in a rigid container
- Do not bring radioactive waste, explosives, business generated waste, yard waste, or household trash

#

Norman Fire Department Bike Team. The Norman Fire Department Bike Team was deployed last Saturday at the University of Oklahoma home game. The bicycles give Emergency Medical Teams (EMTs) greater access and flexibility in navigating through crowds and tight spaces which allows the department to provide better emergency service.

#

**Yard Waste Collection.**

- New schedule provides for weekly collection of yard waste
- Replaces the previous winter schedule with monthly collection from December through February
- Very positive response from residents to the new schedule

\* \* \* \* \*

ADJOURNMENT

The Mayor declared the meeting adjourned at 7:25 p.m.

ATTEST:

  
\_\_\_\_\_  
City Clerk

  
\_\_\_\_\_  
Mayor Pro Tem